

Enhanced Licensing Visit Protocol

I. Visit Schedule

- A. **Unexpected Deaths and Serious Injuries/Incidents** resulting in significant injuries/risks – Investigations started within two weeks of notification.
- B. **Significant Health and Safety CAP's** resulting from several sources (deaths, serious injuries, case management concerns, CRC and CIM concerns, complaints, unannounced visits) – Individualized schedule but no less than monthly until issues resolved.
- C. **Training Center Discharges** – 45 days after admission. Further visits depending on status.
- D. **Provisional License** – Individual based on issues but no less than monthly while on Provisional license.
- E. **Conditional License** – After initial admission visit within thirty days
- F. **ICF/ID's and All ID Group Homes** – Every six months; Once a year for triennial
- G. **Sponsored Residential**
 - i. Agency – Every six months
 - ii. All new homes before opening
 - iii. 25% of homes each year with a minimum based on size
 - iv. Once a year for triennial
- H. **Case Management** – Every six months with greater sample of cases. Once a year for triennial providers with greater sample cases.
- I. **ID Day Support** – Every six months, Once a year for triennial
- J. **START Homes/ Main Office** – Every six months, Once a year for triennial